

# EEM

Working together.  
Procuring efficiently.

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Procuring Efficiently.





# About Us



**EEM is a not for profit procurement consortium, set up to generate efficiencies for its membership through collaboration, aggregated volumes, quality products and high level service delivery.**

The company is owned by its members and strategically driven by a Board, comprised of seven directors and three co-opted board members.

EEM was established in 2010, with just five founding members, all housing providers, determined to secure benefits through collaborative procurement.

Our membership has now grown to 103 core members, with an aggregated housing stock of more than 1.4 million. EEM is now delivering the services and frameworks it offers to the wider public sector with member organisations ranging from local authorities and housing providers to NHS organisations and police forces.

Our members are becoming increasingly diverse, now including organisations of vastly different sizes, governance arrangements, procurement strategies and investment profiles. This enables us to serve a range of communities from major cities to suburban and semi-rural conurbations.

Whether an organisation is large or small in stature, we aim to make sure each member achieves the same level of quality and cost savings. Our frameworks have helped members deliver projects from multi-million pound programmes of work, to schemes worth just a few hundred pounds.

**We're committed to supporting the communities and economies we serve.**

As a not for profit organisation we ensure our surplus is reinvested back into these communities through a community donation scheme, handing back thousands of pounds to our members each year.

# Our Services

We procure a wide range of products and services, developing frameworks for members to use instantly without the need for lengthy procurement methods.

We aim to bring contractors and buyers closer together, delivering a simplified and transparent approach to procurement, enabling a more efficient and effective process.

## Tender process

We encourage members to be actively involved in the tender process from gaining their input into the tender documentation, right through to holding evaluation days.

**All our tender opportunities are advertised on the following websites:**

- Tenders Electronic Daily ([www.ted.europa.eu](http://www.ted.europa.eu))
- Contracts Finder ([www.contractsfinder.service.gov.uk](http://www.contractsfinder.service.gov.uk))
- Source East Midlands ([www.sourceeastmidlands.co.uk](http://www.sourceeastmidlands.co.uk))
- EEM Procurement Portal ([efficiencyem.g2b.info](http://efficiencyem.g2b.info))

**Our tender procedures\* include the following stages:**

- **Mandatory requirements questionnaire\*\*:**  
This covers your company information, exclusion criteria such as bankruptcy, corruption, fraud, criminal convictions etc, financial position of your company, insurance levels, Health & Safety, Equality & Diversity and references. Our pre-qualification process is in line with the requirements set out in the Public Contracts Regulations 2015.
- **Pricing:**  
This is based on a schedule of rates and set specification, and will include predicted volumes from across our members
- **Method statement submission:**  
This may cover areas such as experience, working practices, case studies and working within a procurement consortium.

We vary our award weighting criteria dependent on the procurement and take advice from our members on what is suitable and relevant for the services or products being procured.

We have an overarching framework agreement with each provider, however each call off will also have its own contract created between the member and provider.

\* We use the Delta E-sourcing website to manage all our tender procedures.

\*\* We use self-certification within our mandatory requirement questionnaire. We will only ask for copies and evidence of your insurance and policies if successful in winning a place on a framework.



## Call off process

Our aim is to keep the call off process as simple as possible. All frameworks are available to call-off through direct selection or mini competition.

### Direct selection process:



Before pursuing direct selection, we look at the most suited procurement method for each individual member. We consider pricing, ranking within the framework tender, geographical location and performance of the contractor.



We will then arrange and attend a meeting with the proposed provider. Providers must confirm framework prices, scope of works and accept terms of the call-off.



We will help manage the direct selection process to make sure the provider is applying terms of the framework correctly.

### Mini competition process:



We send out an 'expression of interest' to all providers on the framework, giving them the chance to opt in or out. Geographical location, value and/or current workload may mean not all those on the framework can accept a new contract



Members can then choose whether they want us to run the procurement process for them or carry it out in-house, with our support.



All our mini competitions are managed through Delta E-Sourcing and run on a price and quality basis



During a tender period we manage all queries, ensuring a transparent process



Returned submissions are made available to the member for evaluation and final selection



Following selection of a provider, our Projects Officer will arrange and attend a kick start meeting.

For both processes, once a provider is selected we complete the standard form of contract and provide ongoing support throughout the contract period.

## EEM Pricebook

Members also benefit from the EEM Pricebook, which has been created to enable easy access to the materials rates and services available through EEM frameworks. This transparent service shows our rates are managed and updated in a controlled manner, with every member getting the same value for money.

Although material prices are available through the Pricebook, we do also offer a benchmarking service and can cost up a list of materials on your behalf.

## Our framework providers

Framework providers can access a wide range of projects through EEM's frameworks. Interested organisations must go through the tender process for specific framework agreements.

We work to bring members and framework providers closer together to develop a straightforward approach to procurement. This is further supported by our annual Supply Chain Showcase event which offers members and contractors an opportunity to talk face-to-face and gain an understanding of products, services and forthcoming projects.

Our most successful framework providers are the organisations who have actively engaged with EEM and our members, promoting their place on the framework.

# Our members

With an increasingly diverse range of members, each with vastly different stock numbers, governance arrangements, procurement strategies and investment profiles,

From five founding members in 2010, our membership has grown year on year and now includes 103 member organisations.

**A1 Housing Bassetlaw**

**Acis Housing Group**

**Advantage South West**

**Amber Valley Borough Council**

**Arc Partnership**

**Ashfield District Council**

**Ashfield Homes**

**Aspire Housing Group**

**Bassetlaw District Council**

**Birmingham City University**

**Birmingham & Solihull Mental Health NHS FoundationTrust**

**Bolsover District Council**

**Brighton & Hove City Council**

**Broadland Housing Group**

**Broxtowe Borough Council**

**Brunts Charity**

**Cambridge City Council**

**Catalyst Housing**

**Community Building Services Ltd**

**Charnwood Borough Council**

**Chesterfield Borough Council**

**Chesterfield Royal Hospital**

**City of Lincoln Council**

**Coventry & Warwickshire Partnership NHS Trust**

**Coventry University**

**Derby City Council**

**Derby Homes**

**Derbyshire Dales District Council**

**Derwent Living**

**Dudley MBC**

**Durham University**

**emh group**

**Framework Housing Association**

**Futures Housing**

**Gedling Homes**

**Gloucester City Homes**

**Golden Lane Housing**

**Great Places Housing Group**

**Guinness Partnership**

**Guinness Property**

**Helena Partnership**

**Hanover Housing Association**

**Hinckley & Bosworth Borough Council**

**The Homeless Foundation**

**Housing Plus Group**

**Hyde Housing Association**

**Kettering Borough Council**

**Kirklees Neighbourhood Housing**

**LACE Housing**

**L.E.A.D. Academy Trust**

**Leicester City Council**

**Linkage**

**London Borough of Hillingdon**

**Longhurst Group**

**Mansfield District Council**

**Methodist Homes**

**Metropolitan**

**Midland Heart**

**Newark and Sherwood District Council**

**Newark and Sherwood Homes**

**Newport City Homes**

**Northampton Partnership Homes**

**Northamptonshire Police**

**North East Derbyshire District Council**

**North West Leicestershire DC**

**Nottingham City Council**

**Nottingham City Homes**

**Nottingham Community Housing Association**

**Nottingham Trent University**

**Nuneaton and Bedworth BC**

**Oadby and Wigston BC**

**Orbit Group**

**PA Housing**

**Pickering & Ferens Homes**

**Place Partnership Ltd**

**Police & Crime Commissioner for Nottinghamshire**

**Police & Crime Commissioner for Derbyshire**

**Progress Housing Group**

**Riverside**

**Rockingham Forest Housing Association**

**Rotherham Metropolitan Borough Council**

**Rushcliffe Borough Council**

**Rykneld Homes**

**Sandwell Metropolitan Borough Council**

**SHAL Housing**

**South Cambridgeshire District Council**

**South Derbyshire District Council**

**South East Consortium**

**South Holland District Council**

**Stockport Homes**

**Trent & Dove Housing**

**Trivallis**

**Tuntum Housing Association**

**Viridian Housing**

**Wales & West Housing**

**Walsall Council**

**Walsall Housing Group**

**Wandsworth Council**

**Waterloo Housing Group**

**Wellingborough Homes**

**West Lancashire Borough Council**

**Westworks Procurement Consortia**

**Worcestershire Acute Hospitals NHS Trust**

**Your Homes Newcastle**

# Commission

We receive a transactional fee directly from the providers on the frameworks, since EEM was established in 2010 we have continued to work to reduce costs and find efficiencies across our service delivery. This has enabled an overall reduction in our materials commission from 6% in 2014 to 1% in 2017.

**We are open and honest about our commission levels and for the majority of service frameworks our commission structure is as follows:**

Contracts less than £1million per annum:  
**1.5% commission**

Contracts between £1million and £2million per annum:  
**1% commission**

Contracts more than £2million per annum:  
**0.5% commission**



# Our aims and objectives

EEM was established in 2010 to provide the public sector with cost reductions and efficiencies, and to establish a simpler way of operating procurement processes.

Our commitment and drive to deliver is led by a belief that all members should be treated equally, each paying the same price for goods and services, regardless of their size. We are able to achieve this by aggregating spend across the membership.

We also recognise our responsibility to support the communities in which we and our members operate, and are committed to having a positive impact on those areas. As a not for profit company, we choose to reinvest our surplus through a community donation scheme.

We aim to lead the way in terms of quality of delivery, transparency and ethical working practices, ensuring best value and excellence in service for the communities we serve. We set up the Building Communities Awards, launched in 2015, to recognise

*We aim to deliver a procurement service which offers members and contractors:*

- Transparency*
- Simplicity*
- Clarity.*



# What makes EEM unique?

**EEM is owned by its members, giving them an active interest in the way we operate.**

Our board is selected directly from EEM members and includes seven directors and three co-opted board members.

The whole team is paid on a local authority pay scale and have a genuine commitment to industry best practice.

Events such as the Building Communities Awards and the annual Supply Chain Showcase enable direct conversation between our supply chain and members, developing closer working relationships.

Unlike other consortia EEM operates on a net-net solution. We do not operate on a rebate system, which enables our members to budget more effectively and simplifies the whole procurement process.

Where possible we agree all material prices with suppliers for the whole financial year, enabling financial planning and forecasting.

We provide an arms length support service for both our members and contractors which enables us to deliver the best solution for all parties involved.

**As a not for profit company, we choose to reinvest our surplus through a community donation scheme.**

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